

**John Glenn College of Public Affairs  
Capstone Project Evaluation Rubric**

Criteria	Not * Applicable	Does Not Meet	Meets	Exceeds
<p><b><i>I. The Problem/Issue/Topic:</i></b>            (Importance) Presents the Problem/Issue/Topic in a compelling manner, shown to be relevant, timely and significant in scope and importance            (Precision) Defines clearly the Problem/Issue/Topic and its nature and extent is bounded            (Relevant Grounding/Literature) Includes assessment of previous efforts to address problem/issue/topic, drawing on a critical review of relevant literature.</p>				
<p><b><i>II. Analysis/Research</i></b>            (Analytical Approach) Identifies and describes the analytical approach(es) taken            (Appropriateness) Uses appropriate method(s), theoretical approach(es), tool(s), framework(s) to inform the question at hand            (Integration) Demonstrates integration of knowledge and skills gained in core program coursework as relevant to the question at hand            (Limitations) Acknowledges the limitations of the analysis approach(es) used, and steps taken to address these limitations</p>				
<p><b><i>III. Conclusion/Decision /Recommendations</i></b>            (Synthesis) Synthesizes findings and key points from the analysis that are tied to the analysis            (Implications) Communicates specific, actionable implications related to the issue            (Recommendations) Describes preferred alternatives or recommendations, as appropriate</p>				

Criteria	Not Applicable	Does Not Meet	Meets	Exceeds
<p><b>IV. Presentation (oral and/or written)</b>            (Organization) Is well organized, with clear transitions and balanced sections            (Mechanics) Has clarity of communication (includes grammar, mechanics, etc.)            (Rhetoric) Is rhetorically effective, identifying and acknowledging relevant stakeholders            (Visual Aids) Uses visual aids appropriately (e.g. tables, pictures, diagrams)            (Engagement) student adequately addresses questions and facilitates discussion</p>				
<p><b>V. Client Engagement</b>            (Client focused) Consistent effort in understanding client needs            (Communications) Professional communication with client about ongoing work            (Responsive) Provides a product that addresses client needs            (Consulting) Offers insights and suggestions including help in problem-framing or generation of alternatives</p>				
<p><b>VI. Management of Project</b>            (Project Management) Clear project plan            (Clear Expectations) Expectations of Group Members Clear, Communicated            (Teamwork) Teamwork in responding to unanticipated events            (Fairness) Relatively equal workload among group members</p>				

\* Please note that different criteria and the weighting of criteria will apply to the Client Engagement capstone projects.

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